



U.S. Embassy
Consular Section
95 Wireless Road
Bangkok 10330, Thailand

**HOW TO APPLY FOR A U.S. VISA FROM
THE US EMBASSY IN BANGKOK
PLEASE FOLLOW THESE INSTRUCTIONS CAREFULLY.
FAILURE TO DO SO WILL DELAY YOUR APPLICATION**

You should apply for a visa appointment as far ahead of time as possible.

STEP ONE – Gather information, Pay Visa Processing Fee, complete the DS-160 application online and make an interview appointment:

INFORMATION: Free visa information can be found at the Visa Unit's website (<http://bangkok.usembassy.gov/visas.html>). Applicants who prefer to speak to Thai- and English-speaking live operators can utilize our fee-based Visa Information and Appointment Website and Call-Center. Information regarding the Visa Information and Appointment Website and Call-Center can be found at <http://thailand.us-visaservices.com>.

PAY VISA PROCESSING FEE: Most applicants must pay a non-refundable application fee of \$131 or the equivalent in Thai baht. The only exceptions are people instructed not to pay by a consular officer. You cannot pay the visa application fee at the Consular Section.

MAKE INTERVIEW APPOINTMENT: Anyone applying for a visa in Thailand must make an appointment by accessing the "Visa Information and Appointment Website and Call Center Service" by Internet or telephone. To use this service, you must purchase a Personal Identification Number (PIN) online or by phone using a credit card or at a participating Thailand Post Office. The PIN will allow you to access visa information and to schedule non-immigrant visa appointments for up to five family members residing at the same address. You can access the web-based system at <http://thailand.usvisaservices.com> and the phone service can be reached at 001-800-13-202-2457. More information about this service can be and frequently asked questions are available at <http://thailand.us-visaservices.com>.

STEP TWO - Gather the following required documents (Do not fax or mail any documents). No other documents are required at the time of interview:

PASSPORT: Current, valid passport and any previous passports containing U.S. visas

PRINTOUT of DS-160 CONFIRMATION SHEET (applicant MUST electronically fill out the version available online): <http://evisaforms.state.gov/>

PHOTOGRAPH: A 5cm x 5cm photo with a white background and no borders, taken within the last six months. The subject must face the camera directly. The face must cover 50 percent of the photo, and the ears must be visible. Do not glue or staple the photo to the DS-160 in the designated space. Although digital photos should be uploaded directly, and may appear on the confirmation sheet, quality issues may become apparent at the date of the interview and an original photograph would be required to be scanned into the system at the consular section.

FEE RECEIPT: Applicants must submit the original visa fee receipt issued by the post office. The Visa Unit will not accept a copy. The fee receipt must have the name of the visa applicant.

STUDENTS AND EXCHANGE VISITORS: If you are going to the U.S. to study or participate in an exchange program, you must, in addition to the items listed above, bring the following: A Form I-20 (for students) or DS-2019 (for exchange visitors), issued by the school or exchange program. Please also provide original or certified copies of your transcripts issued by your educational institution.

STEP THREE - On the date of your appointment:

CHECK YOUR DOCUMENTS: Make sure all forms are completely filled out and signed.

PLACE YOUR DOCUMENTS IN THE FOLLOWING ORDER:

- Passport
- DS-160 Confirmation Sheet
- Fee Receipt
- Form I-20 or DS-2019 (if required)
- Form I-797 and I-129 depending on type of petition based application (if required)

HOURS: Bring all required items to the Embassy's Consular Section 30 minutes before your scheduled interview. If you arrive more than 30 minutes before your scheduled interview, you will be asked to wait outside of the Embassy. If you arrive more than an hour after your scheduled appointment, you will not be admitted entry and will need to make a new appointment.

PERSONNEL AT THE EMBASSY WILL INSTRUCT TO WHICH WINDOW YOU SHOULD SUBMIT YOUR DOCUMENTS

FINGERPRINTING: Fingerprints are collected electronically; no ink is involved and the process takes only seconds. For most applicants, fingerprints will be taken at the time of interview. If an interview is not required, fingerprints will be taken at another scheduled time.

INTERVIEW: At the time of your interview, please be prepared to demonstrate evidence of continuing ties to a residence outside of the United States.

Proving Ties Outside of the United States

U.S. immigration law states that every alien is presumed to be an intending immigrant until he/she establishes the contrary to the satisfaction of the Consular Officer, at the time of application for a non-immigrant visa (NIV), and the immigration officers, at the time of application for admission into the United States. The burden of proof is on the applicant. If an applicant does not meet this burden of proof to the satisfaction of the consular officer, then by law the alien is considered to be an applicant for immigrant status and should not receive a NIV. Applicants can try to overcome this presumption by showing evidence of their family, economic and other social ties to a country outside the U.S. No relative, employer, or friend can “guarantee” an applicant’s return in place of such evidence. Regardless of who is sponsoring the trip, the consular officer must look at the applicant’s own situation to decide whether he or she meets these requirements. Under the law, the visa applicant has the burden of proving that he or she is qualified. Misrepresenting material facts will bar you from receiving a visa or entering the U.S. for the rest of your life.

Types of Evidence That Can Be Used: Family, social and professional circumstances vary greatly among applicants. Because each applicant's situation is unique, it is difficult to say specifically what evidence of ties is likely to be convincing. The consular officer must make a decision based upon the information provided. As mentioned above, no documentation is required to be presented at an interview beyond the Confirmation Page, the Passport, fee receipt, and for certain categories of applicants, forms issued by U.S. government agencies or schools in compliance with U.S. government requirements, such as the USCIS Form I-797 and I-129 for petition based applicants, or the I-20 or DS-2019 for students or exchange visitors. We do request that applicants bring prior passports, especially those containing prior U.S. visas issued within the past 15 years.